

PROPERTY, BUILDING AND GROUNDS COMMITTEE

February 5, 2014

The Property, Building and Grounds Committee met on Wednesday, February 5, 2014, at 9:00 a.m., in the County Board Room, located on the Third Floor of the Courthouse, 181 West Seminary Street, Richland Center, Wisconsin.

Committee members present included: Tom Crofton, Carol Clausius, Gaylord Deets, Dave Turk and Lew Van Vliet.

Others present included: Victor Vlasak, County Clerk; Julie Keller, County Treasurer; Avery Manning, Courthouse Maintenance Supervisor; Barb Scott and Jason Marshall, MIS Department; and Bob Frank, Sheriff's Department Lieutenant.

Committee Chairman Crofton called the meeting to order.

The Clerk verified that the meeting had been properly noticed. Copies of the agenda were sent by either mail or email to all Property Committee members, a copy was posted on the Courthouse Bulletin Board, a copy was faxed to The Richland Observer and a copy was sent by email to WRCO and Courthouse Department Heads.

Motion by Clausius, second by Deets that the agenda be approved. Motion carried.

Motion by Van Vliet, second by Turk that the printed copies of the minutes for the January 8th meeting be approved. Motion carried.

Julie Keller addressed the Committee regarding a tax delinquent parcel located in the Village of Lone Rock. The property is the site of the former Keg & Kettle. While the M&I Spring Green Bank has a judgment of foreclosure on the parcel, they are not interested in proceeding to Sheriff's sale. The bank also has not released the details on environmental contamination at the site. The parcel went out of bankruptcy as of July. The Clerk noted that this parcel was used as collateral on a loan from the County's Revolving Loan Fund. Motion by Van Vliet, second by Deets to postpone the agenda item pending further information from Corporation Counsel Southwick. Motion carried. Chairman Crofton will follow up.

The Committee discussed tax delinquent Parcel Number 146-1011-0700 located in the Village of Lone Rock. Chairman Crofton indicated that the parcel is an abandoned lot. Motion by Van Vliet, second by Clausius to present a resolution to take a tax deed on the parcel. Motion carried.

The Committee discussed tax delinquent Parcel Number 016-0423-4200 located in the Town of Ithaca. Motion by Van Vliet, second by Clausius to postpone the agenda item pending further information. Motion carried. Van Vliet will view the parcel and report back.

Bob Frank addressed the Committee regarding electrical upgrades and wall repairs needed in the room on first floor that houses the communications equipment. Electric outlets are

needed on separate circuits along with new conduit. The estimated cost of the upgrades is between \$200 and \$300. Repairs are needed to the sandstone wall to keep the area clear of sand particles. Repairs are estimated at under \$500 to solve the problem. Committee approval was given for the electrical upgrades and repairs to the wall.

Chairman Crofton gave an update on efforts to secure a contractor and a cost estimate for the security door hardware for the courtroom and surrounding areas.

Discussion is continuing with contractors who may be interested in completing the perimeter drainage improvements.

No further information was available regarding estimates received for window and door sealing for the historic jail building.

The Committee discussed Viola tax deed Parcel Number 186-1833-1560. Motion by Deets, second by Van Vliet to set the minimum value on the parcel at \$40,000.00. Motion carried.

Avery Manning reported the following:

- The fire department did an inspection of the building as a result of a call by dispatch due to ambulance exhaust fumes that came back into the building.
- Custodian Lester Parker has indicated that he will be retiring the summer of 2015.
- A problem with the skid steer was repaired by Simpson's the same day it occurred.
- HVAC was inspected. A few sensors and a couple of blower motors had gone out.
- All four foot lights have been changed to new energy saving lighting.
- The search continues for a brush attachment for the skid steer.

The next meeting is scheduled for March 5th.

Motion by Clausius, second by Turk to adjourn. Motion carried. The meeting adjourned at 9:58 a.m.

Victor V. Vlasak
Richland County Clerk